

**Sunshine Ordinance Task Force
Complaint Summary**

File No. 19047

Anonymous v. Mayor London Breed and Hank Heckel, Office of the Mayor

Date filed with SOTF: 05/10/19

Contacts information (Complainant information listed first):

Anonymous (72902-46637773@requests.muckrock.com) (Complainant)

Mayor London Breed, Hank Heckel (hank.heckel@sfgov.org) (Respondents)

File No. 19047: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.25 and 67.29-5, by failing to respond to a request for public records in a timely and/or complete manner.

Administrative Summary if applicable:

Complaint Attached.

Leger, Cheryl (BOS)

From: Google Forms <sfbdsupvrs@gmail.com>
Sent: Friday, May 10, 2019 9:19 PM
To: SOTF, (BOS)
Subject: New Response Complaint Form

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Your form has a new entry.

Here are the results.

**Complaint against
which Department
or Commission** Office of Mayor

**Name of
individual
contacted at
Department or
Commission** London N. Breed (Breed) in her official capacity as Mayor, Hank Heckel (Heckel) in his official capacity as Compliance Officer for Office of Mayor

Alleged Violation Public Records

**Please describe
alleged violation** See full details at:
https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/72902/SF-Mayor-Calendar-SOTF-Appeal-72902.pdf (also emailed to SOTF)

Name Anonymous

Email 72902-46637773@requests.muckrock.com

**If anonymous,
please let us know
how to contact
you. Thank you.**

Anonymous- please use 72902-46637773@requests.muckrock.com .

Sent via [Google Forms Email](#)

US mail to: MuckRock News, DEPT MR 72902, 411A Highland Ave, Somerville, MA 02144-2516
Please use email only. I am an anonymous user of MuckRock.com, not a MuckRock representative.

SUNSHINE ORDINANCE TASK FORCE

Room 244 - Tel. (415) 554-7724; Fax (415) 554-7854

1 Dr. Carlton B. Goodlett Place

San Francisco CA 94102

cc: Office of the Mayor (mayorsunshinerequests@sfgov.org)

sent via email and web-form to Task Force, email to Office of Mayor

Our ref.
#72902

Date
2019-05-10

RE: SF Sunshine Ordinance Complaint against Office of Mayor, ref 72902

To Whom It May Concern:

NOTE: Every response you send or provide (including all responsive records) may be automatically and immediately visible to the general public on the MuckRock.com web service used to issue this request. (I am not a representative of MuckRock)

A. METADATA:

Complainant Name: (Anonymous - use email 72902-46637773@requests.muckrock.com)

Date of Request: May 8, 2019

Complaint Against Employees: London N. Breed (Breed) in her official capacity as Mayor, Hank Heckel (Heckel) in his official capacity as Compliance Officer for Office of Mayor

Complaint Against Agency: Office of Mayor

Yes - Alleged violation of public records access

Yes - Alleged failure to provide information in a timely manner in accordance with the provisions of the Sunshine Ordinance

No - Alleged violation of a public meeting

B. NARRATIVE:

On May 8, 2019 we sent a San Francisco Sunshine Ordinance (Ordinance) and California Public Records Act (CPRA) request to the Office of Mayor (enclosed herein as Exhibit A, which also includes the communication back and forth with the Mayor's office and Heckel) for, *inter alia*:

"1. an electronic copy, in the original electronic format, with all calendar item headers, email addresses, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the Mayor's calendar, with all items, from April 28 to May 4, 2019 (inclusive)."

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, calendars exported in the .ics, iCalendar, or vCard formats with all non-exempt headers, metadata, attachments, etc. are best. Such formats are easily exportable from Google Calendar, Microsoft Outlook, Microsoft Exchange or other common calendaring/email systems.

However, if you choose to convert calendar items, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original calendar item record (as specified in request "1"), which contains many detailed headers beyond the ones generally printed out. If you instead provide PDFs or printed items with only a few of the headers or lacking attachments/images, and therefore withhold the other headers/attachments without justification, you may be in violation of SF Admin Code 67.26, 67.27, Govt Code 6253(a), 6253.9, and/or 6255, and we may challenge your decision.

On May 8, 2019 Heckel acknowledged the request and on May 9, 2019 Heckel replied on behalf of Breed with records responsive to the request in relevant part:

Re: Public Records Request received May 8, 2019

To whom it may concern:

This responds to your Immediate Disclosure Request below.

Response Dated April 24, 2019 *[sic]*

Thank you for your inquiry. Please see attached the requested information.

This information has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Moreover, pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record. The PDF format ensures the security and integrity of the original record.

and attached a PDF form (Exhibit B – the PDF file itself can also be downloaded at https://cdn.muckrock.com/foia_files/2019/05/09/MuckRock_Calendar_Request_4-27_-_5-4.pdf) of the requested calendar including only: times, physical locations, and titles of events and names or descriptions of some attendees, to which I replied on the same day in relevant part:

We do not believe your arguments re: the acceptability of PDF format are valid and intend to contest them at the Sunshine Task Force. First, 6253.9(f) protects the integrity and security of the *original* record, not the copy of the record you provide to the public. Regardless, PDFs which are not digitally signed can be quite easily edited by anyone, no differently than editing say the .ics calendar file you could have provided to us. Second, 6253.9(a)(1) plainly requires provision of the *[sic]* in "any electronic format in which it holds the information" and we asked for the original format. Our understanding of computer systems indicates that format is not PDF.

In the mean time, I will point out that the original electronic format of the Mayor's calendar may contain substantial additional information (such as email addresses, conference call numbers, actual names of attendees instead of group descriptions, the acceptance/rejection of individual attendees to the invite, etc.) than that which was printed out for us. In addition to, and separately from, not being in the original format, by converting to PDF, you may have withheld such portions of the record from us, without pointing out to us that the portions were in fact withheld nor providing statutory justification for exemption (required by CPRA and the Sunshine Ordinance) nor providing the name and title of the official responsible for such withholding. Please provide all such information, if any information was withheld in the PDF you released to us, as compared to the original format.

Since I had previously requested the entire calendar items in their original electronic format, I proceeded to file this complaint.

C. COMPLAINTS:

I make the following allegations. I am not an attorney, so my understanding is associated with proper sections of the law to the best of my (lay) ability.

1. Violations of SF Admin Code Sec. 67.27. Justification Of Withholding

On May 9, 2019, Heckel's response did not justify withholding portions of the responsive calendar records (namely the headers and metadata, which we had specifically requested in our original request). No statutory nor case law authority was provided. Note Heckel provided an argument (which we believe to be wrong, see below) for why he had not provided the original format. He did not provide any justification for withholding the header and metadata information, even in PDF format. Our original request did indicate that if the Mayor were to convert the calendar to PDF format, we still wanted the entire record with all headers, metadata, etc.

We specifically asked for calendars in the original electronic format. Calendars are not stored in PDF format by calendaring systems. From the City's SB 272 enterprise systems list, it appears the

City¹ uses Microsoft Exchange/Outlook as its email and calendaring system. Such a system should be able to export a full copy of calendar items in iCalendar/.ics format, which preserves most if not all of the item's content. This could be done by simply printing out the .ics/iCalendar exported file and redacting as needed.

2. Violations of SF Admin Code Sec. 67.26. Withholding Kept To A Minimum

On May 9, 2019, responsive records as provided in an attachment to Heckel's response (Exhibit B) did not withhold the minimum necessary portions of the calendars requested. While it may be argued that some of the headers of a calendar item could be withheld for privacy reasons (though we do not concede such point), that does not mean the Mayor can withhold all portions of the calendar items other than Time, Title, Physical Location, and (sometimes) Attendee Names/Descriptions.

3. Violations of SF Admin Code Sec. 67.21. Process For Gaining Access To Public Records; Administrative Appeals.

67.21(b) ("...If the custodian believes the record or information requested is not a public record or is exempt, the custodian shall justify withholding any record by demonstrating, in writing as soon as possible and within ten days following receipt of a request, that the record in question is exempt under express provisions of this ordinance....") was violated by Heckel's May 9, 2019 response wherein he did not indicate that the Mayor was withholding the remaining portions of the full calendar item records, with headers and metadata.

67.21(l) ("Inspection and copying of documentary public information stored in electronic form shall be made available to the person requesting the information in any form requested which is available to or easily generated by the department...") was violated on May 9, 2019 since Heckel provided the calendars requested in PDF format and not the raw/original format stored by the email servers. This original format (which we specifically requested) contains those additional headers we requested. As described in Complaint 1, paragraph 2, we believe exporting of calendar items in iCalendar/.ics format should be easy given the City's systems.

4. Violations of CA Govt Code 6253.9

6253.9(a)(1) ("...The agency shall make the information available in any electronic format in which it holds the information....") was violated for reasons stated under the second paragraph of complaint #3.

5. Violations of CA Govt Code 6253

6253(a) ("Any reasonably segregable portion of a record shall be available for inspection by any person requesting the record after deletion of the portions that are exempted by law.") was violated for reasons stated under complaint #2. Portions of the responsive email records (headers, metadata) that are not exempt under the law were deleted by using the PDF print-out formats that the Mayor chose.

¹For some reason, it appears only SF Public Health has listed its email system, not the Mayor, so this is an extrapolation.

6. Violations of CA Govt Code 6255

6255(a) was violated for reasons stated under complaint #1.

D. REBUTTALS:

1. CA Govt Code 6253.9(a)(1) does not permit use of formats for “transferability and accessibility”

In Heckel’s May 9 response, the Office of the Mayor argued “This information has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1).”

By its plain language, that is not what 6253.9(a)(1) requires. CA Govt Code 6253.9(a) reads:

(a) Unless otherwise prohibited by law, any agency that has information that constitutes an identifiable public record not exempt from disclosure pursuant to this chapter that is in an electronic format shall make that information available in an electronic format when requested by any person and, when applicable, shall comply with the following:

- (1) The agency shall make the information available in any electronic format in which it holds the information.
- (2) Each agency shall provide a copy of an electronic record in the format requested if the requested format is one that has been used by the agency to create copies for its own use or for provision to other agencies. The cost of duplication shall be limited to the direct cost of producing a copy of a record in an electronic format.

Since there is no ambiguity in the statute’s language, 6253.9(a)(1) should be given its plain meaning. Nothing in this clause refers to conversion of files for transferability and accessibility.

2. CA Govt Code 6253.9(f) protects the security and integrity of originals, not copies

In Heckel’s May 9 response, the Office of the Mayor argued “pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record. The PDF format ensures the security and integrity of the original record.”

This argument fails for two reasons.

Most importantly, 6253.9(f) states (emphasis mine) “Nothing in this section shall be construed to require the public agency to release an electronic record in the electronic form in which it is held by the agency if its release would jeopardize or compromise the security or integrity of the *original record* or of any proprietary software in which it is maintained.” The Mayor appears to believe that the PDF format makes it harder for someone to modify the file. However that would be (if it was true) a protection of the integrity of *the copy*. That is not what the statute requires.

Otherwise, physical copies could not be provided under the CPRA, as they can be easily altered in writing/printed, and recopied, and passed off as the originals.

Secondarily, the PDF format, in the form that the Mayor has used it to provide the responsive record on May 9, does not even protect the security and integrity of *the copy*. Anyone can modify a PDF file with, among many other products, Apple's Preview app (a free default app that comes with Mac OS X computers), Adobe's Acrobat or Photoshop. Persons could also of course modify the iCalendar/.ics exported file copies just as easily. If the Mayor wants to use the PDF format to protect the copies (even though that is not what the statute requires), they would need to be, for example, digitally signed, which is an information technology solution that uses cryptography to make it extremely difficult to pass off an altered version of the copy as identical to the original. My examination of the PDF file provided by Heckel (https://cdn.muckrock.com/foia_files/2019/05/09/MuckRock_Calendar_Request_4-27_-_5-4.pdf) shows no indication of a standard PDF digital signature.

E. RELIEF REQUESTED

I have a parallel pending complaint (*Anonymous v. Dennis Herrera, Elizabeth Coolbrith*, SOTF File No. 19044) against the Office of the City Attorney for similar (but not identical) claims regarding alleged failure to disclose emails (not calendars) in their full, original electronic format. I ask the Task Force to keep in mind the possible conflicts of interest apparent in an attorney from the Office of City Attorney assisting the Task Force on this complaint, for which a ruling in my favor would tend to also favor finding against the City Attorney in case 19044 as well.

I ask the Task Force to find that the Office of the Mayor violated the Sunshine Ordinance (including any requirements of the CPRA incorporated by reference in SF Admin Code) on May 9, 2019.

I ask the Task Force to direct the Mayor or her delegate to produce the full calendars we originally requested, with redaction of only those headers or metadata (if any) that can be justified legally and explicitly.

I ask the Task Force to direct that calendars be produced by San Francisco agencies subject to the Sunshine Ordinance in their original format, preserving headers and metadata, except those that can be withheld with explicit justification.

I ask for a hearing, to the extent possible given my desire to remain anonymous.

I reserve my right to petition the Supervisor of Records and/or any judicial remedies that may be available.

encl: Exhibit A – Original Request and Communications with Mayor's Office

encl: Exhibit B – Responsive record titled "MuckRock Calendar Request 4-27 - 5-4.pdf"

Exhibit A

Correspondence with Office of Mayor
The MuckRock system censors the email address
as 'requests@muckrock.com' in certain locations.

From: Anonymous Person

05/08/2019

Subject: California Public Records Act Request: April 28-May 4, 2019 Calendar - Immediate Disclosure ...

Email

This is an Immediate Disclosure Request under the San Francisco Sunshine Ordinance, made before close of business May 8, 2019.

** Note that all of your responses (including disclosed records) may be automatically and instantly available to the public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA):

"1. an electronic copy, in the original electronic format, with all calendar item headers, email addresses, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the Mayor's calendar, with all items, from April 28 to May 4, 2019 (inclusive)."

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, calendars exported in the .ics, iCalendar, or vCard formats with all non-exempt headers, metadata, attachments, etc. are best. Such formats are easily exportable from Google Calendar, Microsoft Outlook, Microsoft Exchange or other common calendaring/email systems.

However, if you choose to convert calendar items, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original calendar item record (as specified in request "1"), which contains many detailed headers beyond the ones generally printed out. If you instead provide PDFs or printed items with only a few of the headers or lacking attachments/images, and therefore withhold the other headers/attachments without justification, you may be in violation of SF Admin Code 67.26, 67.27, Govt Code 6253(a), 6253.9, and/or 6255, and we may challenge your decision.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required notice of which of those records are available and non-exempt for inspection in-person if we so choose.

I look forward to your immediate disclosure.

Sincerely,
Anonymous

From: Anonymous Person

05/08/2019

Subject: RE: California Public Records Act Request: April 28-May 4, 2019 Calendar - Immediate Disclos...

Email

We remind you of your obligation under City of San Jose v Superior Court (2017) to search personal accounts/devices for calendar items regarding the public's business, as appropriate.

** Note that all of your responses (including disclosed records) may be automatically and instantly available to the public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

From: Office of the Mayor

05/08/2019

Subject: RE: California Public Records Act Request: April 28-May 4, 2019 Calendar - Immediate Disclos...

Email

Received. We are processing our response.

Thank you,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco
(415) 554-4796

From: Office of the Mayor

05/09/2019

Subject: RE: California Public Records Act Request: April 28-May 4, 2019 Calendar - Immediate Disclos...

Email

VIA ELECTRONIC MAIL

Requestor: Anonymous

Email: requests@muckrock.com

May 9, 2019

Re: Public Records Request received May 8, 2019

To whom it may concern:

This responds to your Immediate Disclosure Request below.

Response Dated April 24, 2019

Thank you for your inquiry. Please see attached the requested information.

This information has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Moreover, pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record. The PDF format ensures the security and integrity of the original record.

Please also note that we are responding on behalf of the Mayor's Office only, and not on behalf of other city departments.

If you have any questions about your request or would like to submit another public records request, please feel free to contact us

at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

#SFSOTF-72902-000010



MuckRock Calendar Request 4-27 - 5-4

View Embed Download

From: Anonymous Person

05/09/2019

Subject: RE: California Public Records Act Request: April 28-May 4, 2019 Calendar - Immediate Disclos...

[Email](#)

We do not believe your arguments re: the acceptability of PDF format are valid and intend to contest them at the Sunshine Task Force. First, 6253.9(f) protects the integrity and security of the *original* record, not the copy of the record you provide to the public. Regardless, PDFs which are not digitally signed can be quite easily edited by anyone, no differently than editing say the .ics calendar file you could have provided to us. Second, 6253.9(a)(1) plainly requires provision of the in "any electronic format in which it holds the information" and we asked for the original format. Our understanding of computer systems indicates that format is not PDF.

In the mean time, I will point out that the original electronic format of the Mayor's calendar may contain substantial additional information (such as email addresses, conference call numbers, actual names of attendees instead of group descriptions, the acceptance/rejection of individual attendees to the invite, etc.) than that which was printed out for us. In addition to, and separately from, not being in the original format, by converting to PDF, you may have withheld such portions of the record from us, without pointing out to us that the portions were in fact withheld nor providing statutory justification for exemption (required by CPRA and the Sunshine Ordinance) nor providing the name and title of the official responsible for such withholding. Please provide all such information, if any information was withheld in the PDF you released to us, as compared to the original format.

** Note that all of your responses (including disclosed records) may be automatically and instantly available to the public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Thank you.

Exhibit B

Responsive record produced by Heckel
on May 9, 2019

Page 4 of the calendar contained fonts missing on my computer - they appear to be merely
bullet points.

PDF file available at:

https://cdn.muckrock.com/foia_files/2019/05/09/MuckRock_Calendar_Request_4-27_-_5-4.pdf

April 27, 2019

Saturday

- 8:45 AM - 9:15 AM North Beach Farmers Market 2019 Season Open -- 699 Columbus Avenue, San Francisco, CA 94133
- 11:55 AM - 1:25 PM 12th Annual McKinley Elementary School Dogfest -- Duboce Park, Noe Street at Duboce Avenue, San Francisco, CA 94114
- 7:05 PM - 7:20 PM A Banner of Love Gala: A Night in Venice -- St. Mary's Cathedral, 1111 Gough St., San Francisco
- 7:35 PM - 8:00 PM San Francisco Gay Men's Chorus Crescendo Gala -- The Fairmont San Francisco, 950 Mason Street, Main Ballroom
- 8:40 PM - 9:00 PM Beyond Differences Gala -- Terra Gallery, 511 Harrison Street, San Francisco

April 28, 2019

Sunday

- 12:30 PM - 1:00 PM St. Francis Wood Women's League Annual Luncheon -- The Olympic Club Lakeside, Garden Court, 599 Skyline Blvd, San Francisco, CA 94132
- 7:00 PM - 7:30 PM North Beach Citizens' Spring Dinner -- 666 Filbert Street, San Francisco CA 94133

April 29, 2019

Monday

- 9:00 AM - 9:30 AM Meeting Re: Staff Check In -- Remote Conference Call
Attendees:
- Mayor's Office Staff
- 1:05 PM - 1:30 PM Meeting with President Yee Re: District 7 -- City Hall, Room 200, Mayor's Office
Attendees:
- President Yee, Supervisor for District 7, Board of Supervisors
- Jen Lowe, Legislative Aide, Board of Supervisors
- Mayor's Office Staff
- 1:39 PM - 1:46 PM Press availability re: MTA Director -- City Hall, Room 200
- 1:51 PM - 2:10 PM Meeting Re: Scheduling -- City Hall, Room 200, Mayor's Office
Attendees:
- Mayor's Office Staff
- 2:34 PM - 2:45 PM Swearing In Ceremony for Sophie Maxwell and Tim Paulson -- City Hall, International Room
Attendees:
- Sophie Maxwell, Public Utilities Commission Appointee
- Tim Paulson, Public Utilities Commission Appointee

April 29, 2019 Continued

Monday

- Harlan Kelly Jr., General Manager, San Francisco Public Utilities Commission
- Larry Mazzola Jr., President (Plumbers & Pipe Fitters Local 38), Recreation and Park Commissioner
- Sandra Duarte, Executive Assistant San Francisco Building and Construction Trades Council
- Kim Tavaglione, Campaign Director San Francisco Labor Council
- Willie Adams, Port Commissioner
- Mayor's Office Staff

3:01 PM - 3:29 PM

Meeting Re: Government Affairs -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

3:31 PM - 4:03 PM

Meeting Re: City Operations and Government Affairs -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

4:10 PM - 4:55 PM

Meeting Re: Housing Bond with Supervisor Yee and Members of Housing Bond Working Group -- City Hall, Room 201

6:00 PM - 6:30 PM

Grace Cathedral Paris Sister City Event for Notre-Dame, Sri Lanka, Louisiana Churches, and Poway Synagogue -- Grace Cathedral, 1100 California Street

6:45 PM - 8:00 PM

Recode Decode Podcast Live Recording -- Manny's 3092 16th Street

April 30, 2019

Tuesday

9:00 AM - 9:30 AM

Meeting Re: Staff Check In -- Remote Conference Call

Attendees:

- Mayor's Office Staff

10:35 AM - 10:50 AM

Public Works Week Awards and Pins Ceremony -- Moscone Center South, Third Floor, 747 Howard St.

12:00 PM - 12:30 PM

Telephone Interview with LA Times Reporter Heidi Chang -- Remote Conference Call

Attendees:

- Heidi Chang, Reporter, Los Angeles Times
- Mayor's Office Staff

12:35 PM - 1:15 PM

Meeting Re: Budget -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

April 30, 2019 Continued

Tuesday

1:34 PM - 1:50 PM

Meeting Re: Town Hall Event -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

2:09 PM - 2:45 PM

Meeting with San Francisco Latino Parity and Equity Coalition -- City Hall, Room 201

2:46 PM - 3:10 PM

Meeting Re: Scheduling -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

3:10 PM - 3:33 PM

Meeting Re: Government Affairs -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

May 1, 2019

Wednesday

9:00 AM - 9:30 AM

Meeting Re: Staff Check In -- Remote Conference Call

Attendees:

- Mayor's Office Staff

10:00 AM - 10:30 AM

Live Phone Interview with KIQI -- Remote Conference Call

Attendees:

- Isabel Gutierrez, KIQI radio host
- Marcos Gutierrez, KIQI radio host
- Mayor's Office Staff

11:00 AM - 11:30 AM

Fire Station S Ribbon Cutting -- Fire Station No. S, 1301 Turk St

12:00 PM - 12:15 PM

Jewish Vocational Service Strictly Business Luncheon -- San Francisco Marriott Marquis Hotel, 780 Mission Street

2:04 PM - 2:43 PM

Meeting Re: City Services and Operations -- City Hall, Room 200, Mayor's Office

Attendees:

- Naomi Kelly, City Administrator, City and County of San Francisco
- Heather Green, Capital Planning Director, City and County of San Francisco
- Mayor's Office Staff

2:43 PM - 2:46 PM

Swearing In Ceremony for Frank Fung -- City Hall, Room 200, Mayor's Office

Attendees:

- Frank Fung, Planning Commissioner
- Aimee Fung, Daughter of Frank Fung
- Mayor's Office Staff

May 1, 2019 Continued

Wednesday

2:46 PM - 3:13 PM

Meeting Re: City Services and Operations -- City Hall, Room 200, Mayor's Office

Attendees:

- Naomi Kelly, City Administrator, City and County of San Francisco
- Heather Green, Capital Planning Director, City and County of San Francisco
- Mayor's Office Staff

3:20 PM - 3:46 PM

Meet and Greet with Jamestown Community Center Youth -- City Hall, International Room

4:03 PM - 4:35 PM

Meeting Re: Public Safety -- City Hall, Room 200 Mayor's Office

Attendees:

- Chief William Scott, SFPD
- Deirdre Hussey, Director of Policy and Public Affairs, SFPD
- Mayor's Office Staff

5:00 PM - 5:20 PM

Neighborhood Preference Program Tour and SFGovTV Interview -- 150 Van Ness

Attendees:

- Mario Watts, resident
- Josiah Watts, resident
- Kim Dubin, Mayor's Office of Community Housing and Development
- Max Barnes, Mayor's Office of Community Housing and Development
- Mayor's Office Staff

5:30 PM - 6:00 PM

Asian Pacific American Heritage Month Awards and Reception Celebration -- Herbst Theater, War Memorial Building, 401 Van Ness Avenue

May 2, 2019

Thursday

9:00 AM - 9:30 AM

Meeting Re: Staff Check In -- Remote Conference Call

Attendees:

- Mayor's Office Staff

12:04 PM - 12:25 PM

Lest We Forget Photo Exhibit for Holocaust Remembrance Day -- City Hall, Room 200, Mayor's Office

12:31 PM - 12:48 PM

Meeting re: Street Conditions -- City Hall, Room 200, Mayor's Office

Attendees:

- Chief William Scott, Chief of Police, San Francisco Police Department
- Dr. Grant Colfax, Director, Department of Public Health
- Mohammed Nuru, Director, Department of Public Works
- Jeff Kositky, Director, Department of Homelessness and Supportive Housing
- Mary Ellen Carrol, Director, Department of Emergency Management
- Mayor's Office Staff

May 2, 2019 Continued

Thursday

1:31 PM - 2:11 PM

Meeting Re: Budget -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

2:14 PM - 2:34 PM

Meeting Re: Communications -- City Hall, Room 200, Mayor's Office

Attendees:

- Mayor's Office Staff

2:34 PM - 3:07 PM

Meeting Re: Commissions -- City Hall, Room 200, MO

Attendees:

- Mayor's Office Staff

3:10 PM - 3:41 PM

Meeting with Civil Grand Jury -- City Hall, Room 201

3:42 PM - 3:49 PM

Meeting Re: Government Affairs -- City Hall, Room 200, Mayor's Office

Attendees:

- Kylecia Broom, Community Development Assistant, Mayor's Office of Housing and Community Development
- Steven Gallardo, Displaced Tenant Housing Preference Program Coordinator, Mayor's Office of Housing and Community Development
- Mayor's Office Staff

5:30 PM - 6:00 PM

Alliance of Black School Educators Scholarship and Salute Banquet -- African American Art and Culture Complex, 762 Fulton Street, 3rd Floor

May 3, 2019

Friday

9:00 AM - 9:30 AM

Meeting Re: Staff Check In -- Remote Conference Call

Attendees:

- Mayor's Office Staff

1:00 PM - 1:30 PM

Downtown Streets Team Mission Ribbon Cutting -- 3100 17th Street, San Francisco

May 4, 2019

Saturday

3:30 PM - 4:30 PM

San Francisco Lowrider Council Cinco De Mayo John O'Connell High School Car Show and Cruise -- John O'Connell High School Parking Lot, 2300 Block of Harrison Street

May 4, 2019 Continued
Saturday

6:10 PM - 6:40 PM

The Association of Chinese Teachers 50th Anniversary Gala --,Scottish Rite Masonic Center, 2850 19th Avenue